

Minutes of the BFMD Executive Committee meeting held at 5.00 pm on Thursday 20 September 2012 at the Tiverton Hotel

1. Attendees

Present: Jim Enright (Chairman), Richard Chesterton on behalf of Peter Hare-Scott, Kim Knox, John Potter (bit later), Chris Prentis, Peter Shaw, Rhys Roberts, David Disney (bit later), Niki Lathwell and Kevin Finan.

Apologies: Not heard from James Millar but assuming he is no longer involved.

2. Minutes of the last meeting

- a) It is noted that 3b (BFMD on linked in) had not been carried out from the last minutes, but PS would ensure it would be carried out now. That minute is to be carried forward to ensure it has been carried out by the time of the next Executive meeting.

It is noted that we need to be more proactive with MD businesses, and NL confirms that economic development are being more involved and she has already had a meeting with them (with PS). NL thinking it would be worthwhile everyone getting together with more ideas, all agreeing that this would be done after the AGM.

RC reported that he is hoping to have one point of contact at the council where all businesses can go to for more information.

JE reported the minutes had been put on the website.

- b) Agreed.

3. Chairman's Introduction

- a) JE reported that BFMD had 66 potential members, 58 who have paid, and some have not. We have lost 3 members because:-
- i. One has ceased trading;
 - ii. One was unable to attend the meetings;
 - iii. One felt it was too Tiverton based.

New members have joined since then including Bickleigh Mill; Amicus Commercial; Dunn & Baker and Business West.

JE believes that Andy Parrott has written the software so that the system leaves people on as a member but chases for payment for 3 months, and then if payment is not received, they are removed.

- b) Everyone has been emailed about this. It is agreed that RR will take over the role of Chair in May and so JE will stay until then. RR will conduct the part of the evening 'Future of BFMD' to all attendees.

There were 3 in-time responses to the positions on the Executive Committee. 1) Penny Prior – Petroc – on the educational side; 2) Stephen Walker – Ashfords – secretarial role; 3) David Hinshelwood – PR & Press role.

It is agreed that Andrew at the MDDC will check the first few articles for DH.

Two other expressions of interest arrived after the deadline had passed.

- c) NL - has been trained to take over part of the admin role, and will start this after the November meeting.

JP – his team have been trained to carry out the accounts role. They are already carrying this out.

4. Financial Report

We have £2,474 in the bank. 1 outstanding invoice of £36 for the hosting fees, plus JP has been given a cheque for one of the memberships at £35.

JP calculating we have 66 paid up members since the beginning; 54 paid up members at the current moment; 16 renewals yet to hear from. Based on the fact that some people are rarely coming out of those 16, it is likely that we might lose up to 10 of those.

General discussion about how we can spend the monies for the benefit of the members. A very good speaker was one suggestion (who by the very fact of who they were or what they were speaking about would draw lots of attendees and future members to the BFMD).

RR will ask about this at the next meeting.

JP is going to prepare a 1 page report for the AGM. June 30 has been agreed as the accounting year end.

5. Web Report

PS reported that he has made some changes to the website, and NL made some very good suggestions for this. He said that it would be a good idea if everyone could put their Twitter handles on the directory, and snippets about what they do. JE will ask the membership to do that.

Visitors have risen again last month to 186.

PS spent an hour at the Council with NL, very productive. They were not sure if the role of BFMD was 1) to be the voice of business to the Council; 2) Get across decisions that had been made by the council; 3) challenge the Council. All agreed it was a mixture of all three as encompassed in the BFMD Objectives.

6. PR & Twitter Report

NL confirmed that we have 420 followers. She is working on tallying which area these followers are from; which category of business they are in etc., and will report this to us.

7. Next BFMD Meeting

This is Thursday 22 November 2012.

Richard Hussey of RSH is going to discuss 'Creative Copy Writing' with us all. We will then have the AGM. We will then all have a discussion about the future of BFMD and how it can move forward in the best interests of the members – what do they want us to do for them.

8. Following meeting

17 January 2013.

Speakers will be Steve Lodge, Oxygen – Optimising Search Engines, and Nick Rapson, Nick IT – Protecting your Computers. JE will speak with both to confirm their slots.

JE will ask members tonight to email him if they would like to speak after March along with a brief note of the topic they would like to cover.

KK mentioning it might be wise to have a mini exhibition (Expo) for all members to come along and show off their 'wares' so that we could all get to know the members and what they do. JE thinking this would be good for numbers as each exhibitor would have to bring two people, 1 person for walking around and 1 for standing next to their stand. It would also help members to better see the variety of goods and services available from fellow members.

DD also suggested that we had an area where 1 or 2 members could place their stands at each event.

9. Any Other Business

None – discussed fully above.

10. Date of next Executive meeting

Thursday 22 November 2012, **5.00pm (NOTE EARLIER START TIME AGAIN).**

It was agreed that the new proposed Executive Committee members would be invited too.

The meeting closed at 6.15pm